

ALERT #9 - Change in Required Guardianship Documentation
Wed 4/9/2014

Dear Colleagues,

It has been brought to our attention that we can no longer accept the actual guardianship court document regarding CSHCS clients as final documentation of the responsible party/guardian.

Our Office of Legal Affairs has recently indicated that the court document of guardianship is not the final document the court uses in recognizing guardianship. The guardian receives a "Letter of Guardianship" from the courts after the process is final. The guardianship is not recognized by the court until the court has sent the letter to the guardian. If the guardian is unable to locate the Letter of Guardianship, they would need to contact the court to get another copy.

This change is now in effect. The Letter of Guardianship is now required for any activities related to any current and future activities regarding the identification of guardians on the CSHCS system. We will not be retracing our steps over past guardianship activities.

If you have questions please contact Karla McCandless at mccandlessk@michigan.gov.

Karla McCandless, Manager
Policy & Program Development
Children's Special Health Care Services
MI Dept. Of Community Health
320 S. Walnut – 6th Floor
Lansing, MI 48913